

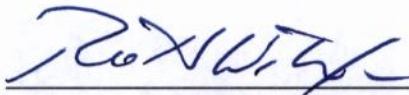


To the Honorable Council  
City of Norfolk, Virginia

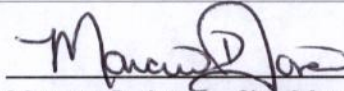
May 19, 2015

From: David Ricks, P.E., Director of Public Works

**Subject:** Acceptance of 2015  
Historical Data Cleanup Grant.

Reviewed:   
Ronald H. Williams, Jr., Deputy City Manager

**Ward/Superward:** City-wide

Approved:   
Marcus D. Jones, City Manager

**Item Number:** **R-2**

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk, Department of Public Works

III. **Description:**

This ordinance will authorize the acceptance and appropriation of the Historical Data Cleanup Grant funding. The funding has been approved by the state in an effort to verify the historical data for structural storm water best management practices (BMP) for all known private and public BMPs installed within the geographic boundary of the City of Norfolk. Ensuring the validity of this data is an environmental regulatory mandate and will support the City and the state with meeting the Chesapeake Bay Total Maximum Daily Load requirements established by the Environmental Protection Agency (EPA).

IV. **Analysis:**

This funding will be used to assist the City with meeting storm water regulatory requirements, meeting the Chesapeake Bay Total Maximum Daily Load, and improving local water quality.

V. **Financial Impact:**

The grant will fund \$21,752 for implementation of these practices. The grant will be administered utilizing current Storm Water Management staff. There is no City contribution or match required for this grant.

**VI. Environmental:**

There is no negative environmental impact. This exercise will assist the City with meeting the water quality regulatory mandates from the EPA and Virginia Department of Environmental Quality.

**VII. Community Outreach/Notification:**

Public notification for this agenda item is not required.

**VIII. Board/Commission Action:**

N/A

**IX. Coordination/Outreach:**

This ordinance has been coordinated with the City Attorney's office.

Supporting Material from the Department of Public Works:

- Ordinance
- Grant Award Letter
- Signed Application





# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF ENVIRONMENTAL QUALITY

Street address: 629 East Main Street, Richmond, Virginia 23219

Mailing address: P.O. Box 1105, Richmond, Virginia 23218

[www.deq.virginia.gov](http://www.deq.virginia.gov)

Molly Joseph Ward  
Secretary of Natural Resources

David K. Paylor  
Director

(804) 698-4000  
1-800-592-5482

April 8, 2015

### NOTICE OF INTENT TO AWARD 2015 Historical Data Cleanup

The Virginia Department of Environmental Quality (DEQ) intends to fund 37 initiatives that were proposed in response to the 2015 Historical Data Cleanup Request for Applications (RFA), which was issued on January 20, 2015. The determination to fund these projects was made: (a) pursuant to the review criteria included in the aforementioned RFA, and (b) to maximize cost-effectiveness of grant funds. The total funding allocation is \$940,170.00.

The purpose of these grant awards is to support the collection of historical developed/urban Best Management Practice (BMP) data (1985 – present) for facilities installed to aid in controlling runoff pollution and the submittal of existing land use/land cover data from local governments and/or Planning District Commissions within the Chesapeake Bay Watershed.

#	Organization Name	Project Title	Funding
1	Amherst County	BMP Data - 2015 Historical Data Clean-Up	\$ 23,660.00
2	Town of Ashland	Town of Ashland SWM Facility Field Verification & Data Collection	\$ 24,930.00
3	Bedford County	2015 DEQ Historical BMP Data	\$ 22,000.00
4	Caroline County, Department of Planning	Chesterfield County Historical Water Quality BMP Inventory	\$ 25,000.00
5	City of Chesapeake - Public Works Department	City of Chesapeake Historical BMP Data Clean-Up	\$ 25,000.00
6	Chesterfield County	Chesterfield County Historical Water Quality BMP Inventory	\$ 25,000.00
7	Town of Dumfries	2015 DEQ Historical Data Clean-Up	\$ 15,000.00
8	City of Fairfax	Historic BMP Grant	\$ 25,000.00
9	Town of Farmville (Prince Edward County)	Farmville/Prince Edward BMP Catalog	\$ 19,000.00
10	City of Fredericksburg	Fredericksburg City 2015 Historical BMP Data Clean-Up	\$ 25,000.00
11	Gloucester County	Gloucester County 2015 Historical Data Clean-Up	\$ 23,660.00
12	Goochland County	BMP Data Collection and Reporting	\$ 15,000.00
13	City of Hampton	Stormwater Management Facility Data Update	\$ 25,000.00
14	Hanover County - Department of	2015 Historical BMP Data Clean-Up	\$ 6,270.00

#	Organization Name	Project Title	Funding
	Public Works		
15	City of Harrisonburg	2015 DEQ Historical Data Clean-Up	\$ 25,000.00
16	Isle of Wight County	2015 Historical Data Clean-Up	\$ 25,000.00
17	King and Queen County	King and Queen Stormwater Data Clean-Up	\$ 20,000.00
18	George Washington Regional Commission (performing work for King George County)	2015 GIS and Land Use Data Clean-Up for Chesapeake Bay Model	\$ 22,304.00
19	King William County	King William Data Clean-Up Grant	\$ 25,000.00
20	City of Manassas	2015 Historical Data Clean-Up	\$ 18,800.00
21	City of Manassas Park	2015 DEQ Historical Data Clean-Up	\$ 22,000.00
22	New Kent County	Historical BMP Data Clean-Up	\$ 25,000.00
23	City of Newport News, Department of Engineering	2015 Historical Data Clean-Up	\$ 25,000.00
24	City of Norfolk	Norfolk BMP Historical Data Clean-Up	\$ 21,752.00
25	City of Petersburg	City of Petersburg SWM Facility Field Verification & Data Collection	\$ 24,975.00
26	City of Poquoson	2015 Data Clean-Up: Poquoson	\$ 16,000.00
27	Powhatan County	2015 Historical BMP Data Clean-Up	\$ 19,000.00
28	Stafford County VA, Department of Public Works	Stafford County Stormwater Management Facility Data Revisions	\$ 9,567.00
29	City of Staunton	2015 Historical Data Clean-Up	\$ 21,622.00
30	City of Suffolk Public Works Engineering	City of Suffolk Data Clean Up	\$ 25,000.00
31	Surry County	Surry County BMP Historical Database	\$ 12,000.00
32	City of Virginia Beach	City of Virginia Beach Historical BMP Data Compilation	\$ 25,000.00
33	City of Waynesboro Stormwater Program	City of Waynesboro 2015 Historical BMP Reporting	\$ 25,000.00
34	City of Williamsburg	2015 Historical Data Cleanup	\$ 25,000.00
35	Thomas Jefferson PDC (Albemarle, Fluvanna, Greene, and Nelson Counties)	TJPDC Regional Stormwater BMP Data Update	\$ 90,625.00
36	Northern Shenandoah Valley Regional Commission (Frederick, Shenandoah, Page, Clarke, and Warren Counties)	Northern Shenandoah Valley Urban BMP Documentation and Verification Project	\$ 84,000.00
37	Rappahannock-Rapidan Regional Commission (Culpeper, Madison, and Orange Counties)	Rappahannock-Rapidan Data Clean-Up	\$ 33,005.00
		<b>TOTAL</b>	\$940,170.00



Form and Correctness Approved: *WR*By *[Signature]*  
Office of the City Attorney

Contents Approved:

By *[Signature]*  
DEPT. Public Works

*SA 4/15*

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 21,752.00

*[Signature]*  
Director of Finance

2275-35-8893

Account

*4/27/15*  
Date

NORFOLK, VIRGINIA

**ORDINANCE No.**

AN ORDINANCE APPROVING THE ACCEPTANCE OF A HISTORICAL DATA CLEANUP GRANT AWARD OF \$21,752 FROM VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY FOR THE COLLECTION OF HISTORICAL DATA ON ALL KNOWN BEST MANAGEMENT PRACTICES, AND AUTHORIZING EXPENDITURE OF \$21,752 FOR THE WATER QUALITY IMPROVEMENT PROJECTS.

- - -

WHEREAS, the City desires to accept grant funds of up to \$21,752 from the Virginia Department of Environmental Quality; and

WHEREAS, these funds will be used to fund the development, design and construction of the water quality improvement practices and projects; now, therefore,

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That the City hereby accepts the \$21,752 Historical Data Cleanup Grant.

Section 2:- That the \$21,752 in grant funds are hereby appropriated and authorized for expenditure for the water quality improvement practices and projects.

Section 3:- That the City manager and other proper officers of the City are authorized to do all things necessary to receive the grant funds and administer the projects.

Section 4:- That this ordinance shall be in effect from and after its adoption.



# NORFOLK

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*Department of Public Works  
Operations Division*

February 19, 2015

Lara Kling, Grant Specialist  
Virginia Department of Environmental Quality  
Office of Ecology and Infrastructure  
PO Box 1105  
Richmond, VA 23218

Re: 2015 Historical BMP Data Clean-up RFA

Dear Ms. Kling,

Thank you for the opportunity to request financial assistance on the best management practice (BMP) data clean-up efforts required by the municipalities for the Chesapeake Bay Total Maximum Daily Load 2017 model run. Please find, enclosed, the City of Norfolk's application for the referenced grant RFA.

If you have any questions, please do not hesitate to contact me at (757) 823-4005 Monday through Friday 8:00am – 4:30pm or via e-mail at [june.whitehurst@norfolk.gov](mailto:june.whitehurst@norfolk.gov).

Sincerely,

June M. Whitehurst  
Environmental Program Manager



Department of Environmental Quality

2015 Historical BMP Data Clean-up RFA

City of Norfolk, Virginia

Phase I MS4 – VA0088650 / Bay Act Locality

A. Project Summary

The City of Norfolk is requesting \$21,800 in grant funding from the Virginia Department of Environmental Quality (DEQ) in an effort to verify historical structural best management practice (BMP) data sets for all known private and public BMPs installed within the geographic boundary of the City of Norfolk. The funding requested will allow the City to verify and revise datasets previously captured. It is anticipated that the data provided to the state will be used in the Phase 6 model run for the Chesapeake Bay Total Maximum Daily Load (TMDL).

Through contracted work with Kimley-Horn (see attached scope of work), the City will provide to DEQ the following deliverables associated with the final grant report:

- Spreadsheet of all known BMPs including site identifier, date brought on line, BMP Type, Practice Description, total acres treated, impervious acres treated, City Name, state FIPS, HUC 12, Latitude, Longitude, last 5 inspection dates, and any known maintenance dates.
- Brief report from Kimley-Horn summarizing the data review, findings of the calculated drainage acreage reconciliation and impervious acreage treated.
- Brief description of the BMP inspection program implemented by the City of Norfolk during the data collection periods.
- Invoices associated with Kimley-Horn contracted work.

Upon request, the City will also provide an electronic copy of the "Land Cover Classification & Pollutant Loading Estimation" for City of Norfolk developed by Kimley-Horn in 2011/2012 utilizing 2009 aerial data sets.

B. Background

The City of Norfolk has implemented water quality and quantity post construction structural best management practices (BMP) since 1991 due to the Chesapeake Bay Act and the City's Phase I Municipal Separate Storm Sewer System (MS4) permit. Due to Norfolk being a highly urbanized area, the majority of land disturbance activity that has occurred has been attributed to redevelopment with minimal new development. Since 1991, there has been more than 1200 known structural BMPs, both private and public, installed within the geographic boundary of the City of Norfolk. These BMPs have been inspected by City storm water environmental staff on a routine basis. The inspections prompted frequent maintenance on these structures to ensure continued functionality.

Since implementation of the program in 1991, the City has been performing construction and post construction inspections on all private and public structural BMPs. These inspections authorized by both the BMP Maintenance Agreements on file, as well as, the City's code to install and maintain BMPs per the approved site plan. Through this combined effort, the City has ensured BMPs are installed and maintained to ensure they continue to function as designed.

In 2007, at the request of the municipalities, the Hampton Roads Planning District Commission coordinated the development of a new regional electronic tracking mechanism called PARS (Permit Administration and Review System). This system allows the municipalities to track environmental regulatory requirements associated with the Municipal Separate Storm Sewer System (MS4) Permit, the Chesapeake Bay Act, and the Erosion and Sediment Control Law. In coordination with structural BMP inspections, City staff has continuously confirmed and revised data captured as compared to paper files on record, including approved site plan sheets, post-construction water quality/quantity worksheets, and project narratives.

In 2012, as part of the Chesapeake Bay Total Maximum Daily Load (TMDL) Watershed Implementation Plan II process, the City of Norfolk hired Kimley-Horn to conduct a Land Cover classification based on 2009 aerial photography. This data was submitted to the state along with the City's initial approach to the Bay TMDL.

#### C. Approach & Methodology

Norfolk utilizes PARS to track structural BMPs both private and public. The majority of the data set requested by DEQ on the historical BMPs may be extracted from PARS. Currently, there are approximately 1200 structural BMPs in the PARS database system. The data including the approximate date installed, BMP name, practice description, acres treated, HUC6, latitude and longitude, and last 5 inspection dates may be extracted from the PARS database into an excel spreadsheet. The HUC6 information may be easily converted to the HUC12 codes. Additionally, the FIPs code for the City of Norfolk is the same across the geographic boundary. Please see the enclosed spreadsheet that depicts a portion of the existing data points requested by the state.

Kimley-Horn, an Engineering firm under contract with the City of Norfolk, has provided the attached Scope of Work to assist the City with extracting and validating BMP data from paper files. City storm water environmental staff will work closely with Kimley-Horn to validate the BMP historical data in an effort to update the spreadsheet where data may be incorrect or missing, particularly the impervious acres treated.

#### D. Project Timeline, Milestones, and Payment Schedule

As outlined in the Scope of Work provided by Kimley-Horn, the consultant will complete all work within sixty (60) days of the issuance of the notice to proceed (NTP). The City will issue the NTP immediately following the grant award. Based on the schedule outlined in the RFA,



with project agreements completed in early April 2015, the City anticipates having the completed historical dataset to DEQ by July 1, 2015.

April 2015 – DEQ execute project agreement

April 2015 – City issue NTP for Task Order #17 to Kimley-Horn

June 2015 – City staff coordinate with Kimley-Horn staff to finalize BMP historical data spreadsheet

July 1, 2015 – City submit grant deliverables

September 1, 2015 – City will submit invoices associated with Task Order #17 to DEQ

#### E. Project Budget

As outlined in the attached scope of work from Kimley-Horn, the fixed contracted prices to complete this work are as follows:

Task 1 – Impervious Acres within the BMP Drainage Area 7/99-6/15	\$12,200
Task 2 – Impervious Acres within the BMP Drainage Area prior to 7/99	\$9,600

The City is not requesting grant funds associated with City staff time for Project Management or validation as necessary.

**ON-CALL CONTRACT FOR ENVIRONMENTAL, REGULATORY AND PLANNING  
ASSISTANCE, CITY OF NORFOLK PUBLIC WORKS DEPARTMENT**

*TASK ORDER #17 – BMP DRAINAGE AREA DATA COLLECTION FROM EXISTING PLANS*

**BACKGROUND:**

The City of Norfolk desires Kimley-Horn and Associates, Inc. (Kimley-Horn) to review historic site plans and retrieve data on the size and land cover of the contributing drainage areas to each BMP installed since July 1, 1999 in the City of Norfolk. This data is required by the Virginia Department of Environmental Quality Historical Data Cleanup grant solicitation that the City is considering pursuing.

**SCOPE OF WORK:**

**Task 1: BMP Drainage Area Characteristic Recordation July 1, 1999 – June 30, 2015**

Kimley-Horn will review the site plan files maintained by the Department of Public Works – Operations Division to obtain information on the contributing drainage area of each BMP installed between July 1, 1999 and June 30, 2015 in the City of Norfolk. This information will be recorded as the acreage of impervious lands draining to the BMP and total land area draining to each BMP practice. Review of existing data indicates that there are approximately 700 BMPs that were installed in this timeframe that will be reviewed by Kimley-Horn.

Each plan will be pulled from its file and the plan data regarding the contributing drainage area will be checked against the data in the existing BMP database. Data on the amount of impervious area draining to each BMP will be obtained from the plan sheet at the same time. This information will be added to the existing database data table for inclusion in the data table reported to DEQ. Missing data will be flagged during in initial review for additional follow up and possible manual calculation from full size plan data.

Deliverables will consist of:

- A brief letter report summarizing the data review, findings of the calculated drainage acreage reconciliation and capture of impervious acreage treated will be developed and submitted to the City for inclusion in the final grant deliverable.
- Updated MS Excel table containing acreage of impervious area treated by each reviewed BMP

**Task 2: BMP Drainage Area Characteristic Recordation prior to June 30, 1999**

Kimley-Horn will review the site plan files maintained by the Department of Public Works – Operations Division to obtain information on the contributing drainage area of each BMP installed prior to June 30, 1999 in the City of Norfolk. This information will be recorded as the acreage of impervious lands draining to the BMP and total land area draining to each BMP practice. Review of existing data indicates that there are approximately 550 BMPs installed during this time that will be reviewed by Kimley-Horn.

Each plan will be pulled from its file and the plan data regarding the contributing drainage area will be checked against the data in the existing BMP database. Data on the amount of impervious area draining to each BMP will be obtained from the plan sheet at the same time. This information will be added to the existing database data table for inclusion in the data table reported to DEQ. Missing data will be flagged during in initial review for additional follow up and possible manual calculation from full size plan data.



A brief letter report summarizing the data review, findings of the calculated drainage acreage reconciliation and capture of impervious acreage treated will be developed and submitted to the City for inclusion in the final grant deliverable.

Deliverables will consist of:

- A brief letter report summarizing the data review, findings of the calculated drainage acreage reconciliation and capture of impervious acreage treated will be developed and submitted to the City for inclusion in the final grant deliverable.
- Updated MS Excel table containing acreage of impervious area treated by each reviewed BMP

#### **Required Items from City of Norfolk**

It is assumed for the purposes of this task that the City of Norfolk will provide access to the existing BMP records for review and physical space for Kimley-Horn staff to review the records at the City of Norfolk office.

#### **Additional Services**

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates.

#### **SCHEDULE OF WORK:**

Kimley-Horn will provide the services described in Tasks 1 and 2 within sixty (60) calendar days of notice to proceed (NTP), however Kimley-Horn is not responsible if a delay is encountered with receiving the above required items.

#### **FEES AND BILLING**

Our firm fixed price fees will be as follows for this task:

Task 1 – BMP Drainage Area Characteristic Recordation 7/199 – 6/30/15	\$ 12,200.00
Task 2 – BMP Drainage Area Characteristic Recordation 1991 – 6/30/99	<u>\$ 9,600.00</u>

<b>Firm Fixed Price Task Total</b>	<b>\$21,800.00</b>
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Fees will be invoiced monthly based upon the percentage of services completed. Payment will be due within 25 days of receipt of the invoice.

KIMLEY-HORN AND ASSOCIATES, INC.

By: Kenneth A. Dierks, REM  
Vice President

Department of Environmental Quality  
2015 Historical BMP Data Clean-up RFA

City of Norfolk, Virginia

Budget Category Descriptions

Attachment A

Personnel	\$0
Fringe Benefits	\$0
Travel	\$0
Supplies	\$0
Contractual	\$21,800
Other Direct	\$0
Indirect	\$0



## Grantee Data Sheet

Attachment B

### 1. Applicant Information

Name of Organization: City of Norfolk  
Mailing Address: 810 Union Street  
(include street and PO Box) \_\_\_\_\_  
City, State, Zip (9-digit): Norfolk, VA 23510  
Congressional District: Virginia 2&3  
DUNS Number: 074740069  
Federal ID Number: 54-6001455  
Parent DUNS Number: 074740069  
Central Contractor Registered (Yes or No): No  
If Yes, Renewal Date: \_\_\_\_\_

Answer the question below to determine if you are required to provide the Compensation of the Senior Executives of your Organization:

In your business organization's previous fiscal year, did your business or organization (including parent organization, all branches, and all affiliates worldwide) receive:

a) 80% percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements

AND

b) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

YES or NO: No

### 2. Contact Information

Contact Name: June Whitehurst  
Contact Title: Program Manager  
Phone Number: 757-823-4005  
Fax (if applicable): 757-441-2402  
E-mail: june.whitehurst@norfolk.gov

**3. Project Information**

Project Title: Norfolk BMP Historical Data Clean-Up

Project Start Date, End Date: April 2015 – Sep 2015

Total Requested Funding: \$21,800

Area Served (*list all project partners*):

City of Norfolk

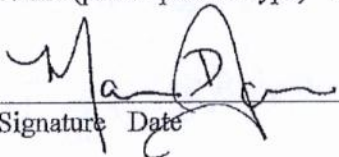
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4. Name and Signature of Individual Authorized to Submit Application**

Marcus D. Jones City Manager  
Name (please print or type) Title

 2/18/15  
Signature Date



**Project Financial Report Form:  
Attachement C**

**COMMONWEALTH OF VIRGINIA - DEPARTMENT OF ENVIRONMENTAL QUALITY**

Project Financial Report Form, DEQ Grant Agreement # \_\_\_\_\_

**Chesapeake Bay Regulatory and Accountability Program (CBRAP)**

Grantee	City of Norfolk	Contact Person	June Whitehurst
DUNS #	074740069	Phone Number	757-823-4005
Federal ID#:	54-6001455	Email	june.whitehurst@norfolk.gov
Mailing Address:	2233 McKann Avenue	Invoice Payable To	
City, State, Zip:	Norfolk, VA 23509	Checks Payable To	

Project Title:	Norfolk BMP Historical Cleanup		
Grant Period:	Start:	Apr-15	End: Sep-15

Narrative Summary of Reimbursement Request: Historical cleanup of 1200+ known structural BMPs, both private and public, within the City of Norfolk as part of the Chesapeake Bay Total Maximum Daily Load Phase 6 model run.

**DEQ Funds (Federal)**

	Project Budget	Current Expenditures	Cumulative Expenditures	Unexpended Project Balance
Personnel	\$0			
Fringe	\$0			
Travel	\$0			
Equipment	\$0			
Supplies	\$0			
Contractual	\$21,800			
Construction	\$0			
Other Direct	\$0			
<b>TOTAL</b>	<b>\$21,800</b>			

**Total Reimbursement Request:** \$21,800

**MATCH Funds**

	Project Budget	Current Expenditures	Cumulative Expenditures	Unexpended Project Balance
Personnel	\$0			
Fringe	\$0			
Travel	\$0			
Equipment	\$0			
Supplies	\$0			
Contractual	\$0			
Construction	\$0			
Other Direct	\$0			
<b>TOTAL</b>	<b>\$0</b>			

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Request for Taxpayer  
Identification Number and Certification**

Give Form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>City of Norfolk</b>	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=G corporation, S=S corporation, P=partnership) ▶ <input checked="" type="checkbox"/> Other (see Instructions) ▶ <b>Governmental Entity</b>	4 Exemptions (codes apply only to certain entities, not individuals; see Instructions on page 3): Exempt payee code (if any) <b>3</b> Exemption from FATCA reporting code (if any) <b>C</b> <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) <b>810 Union Street</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>Norfolk, VA 23510</b>	
7 List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-				
OR								
Employer identification number								
5	4		6	0	0	1	4	5

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶ <i>Alice McKelly</i>	Date ▶ <i>1/20/15</i>
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.  
**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



Site ID	Site Title	Street Number	Street Name	Zip	Total Site Area	County	BMP Name	Contributing Drainage Area	Land Use	Long	Lat	SWMF Maintenance Agreement	Phosphorus Removed	Date Installed	HUC12	State FIBS
00-4243	Shell	6100	Tidewater Drive	23509	0.94	Norfolk	Detention Basin	0.94	Commercial	-76.2571	36.89177601	Yes	2.6	12/18/2002	20802080206	510710
00-4244	Woodfin Oil	5139	E Virginia Beach Boulevard	23502	0.9	Norfolk	Manufactured BMP Systems	1.65	Commercial	-76.2257	36.85615388	No	0.79	01/01/2003	20802080204	510710
00-4278	Checker Taxi Parking Lot	6257	Sewells Point Road	23513	0.81	Norfolk	General Infiltration Practices	0.806	Commercial	-76.2398	36.89348996	Yes	1.506	01/01/2005	20801080202	510710
00-4283	Matrix Technical Solutions, Inc.	2446	Florida Avenue	23513	0.25	Norfolk	General Infiltration Practices	0.248	Commercial	-76.2425	36.905989	Yes	0.33	09/21/2001	20802080206	510710
00-4298	Mt. Gilead Baptist Church	1057	Kennedy Street	23513	0.402	Norfolk	General Infiltration Practices	0.201	Institutional/Educational	-76.2426	36.90640026	Yes	0.242	09/11/2001	20801080202	510710
00-4298	Mt. Gilead Baptist Church	1057	Kennedy Street	23513	0.402	Norfolk	General Infiltration Practices	0.201	Institutional/Educational	-76.2425	36.90597989	Yes	0.242	09/11/2001	20802080206	510710
00-4300	Norfolk Community Rowing Center	1600	Willow Wood Drive	23509	2.9	Norfolk	General Infiltration Practices	0	Institutional/Educational	-76.2621	36.89126546	Yes	0	01/01/2006	20802080206	510710
00-4301	B'nai Israel Congregation	420	Spotswood Avenue	23517	1.04	Norfolk	General Infiltration Practices	1.04	Institutional/Educational	-76.292	36.86662853	No	0	10/30/2001	20802080206	510710
00-4301	B'nai Israel Congregation	420	Spotswood Avenue	23517	1.04	Norfolk	General Infiltration Practices	0.52	Institutional/Educational	-76.2915	36.86663604	No	0	10/30/2001	20802080206	510710
00-4320	22nd St. Parking Lot	738	W 22nd Street	23517	0.93	Norfolk	General Infiltration Practices	0.93	Commercial	-76.2935	36.87076778	No	2.33	09/19/2001	20802080206	510710
00-4329	Shorewood Cove Apartments	293/295	Corporate Boulevard	23502	5.4	Norfolk	General Infiltration Practices	0.61	High-Density Residential	-76.2118	36.83561673	Yes	12.85	01/17/2002	20802080204	510710
00-4332	Village Point Senior Housing	1220	38th Street	23508	0.72	Norfolk	General Infiltration Practices	0.144	High-Density Residential	-76.3038	36.879969	Yes	0.55	08/28/2003	20802080206	510710
00-4332	Village Point Senior Housing	1220	38th Street	23508	0.72	Norfolk	General Infiltration Practices	0.144	High-Density Residential	-76.3035	36.879988	Yes	0.55	08/28/2003	20802080206	510710
00-4332	Village Point Senior Housing	1220	38th Street	23508	0.72	Norfolk	General Infiltration Practices	0.144	High-Density Residential	-76.3036	36.87978634	Yes	0.55	08/28/2003	20802080206	510710
00-4332	Village Point Senior Housing	1220	38th Street	23508	0.72	Norfolk	General Infiltration Practices	0.144	High-Density Residential	-76.3031	36.87986358	Yes	0.55	08/28/2003	20802080206	510710
00-4332	Village Point Senior Housing	1220	38th Street	23508	0.72	Norfolk	General Infiltration Practices	0.144	High-Density Residential	-76.303	36.88006043	Yes	0.55	08/28/2003	20802080206	510710
00-4333	Norfolk Yacht and Country Club	7001	Hampton Boulevard	23505	0.92	Norfolk	Manufactured BMP Systems	0.65	Commercial	-76.3068	36.90833264	No	0.23	09/25/2001	20802080206	510710
00-4341	The Kempsville Center	860	Kempsville Road	23502	6.2	Norfolk	Detention Basin	0.85	Institutional/Educational	-76.1892	36.852895	Yes	3.85	11/04/2000	20802080204	510710
00-4343	Norview Landings	1232	Norview Avenue	23513	1.284	Norfolk	Detention Basin	1.284	Multi-Family Residential	-76.2363	36.89060474	Yes	1.67	07/03/2001	20802080206	510710
00-4352	Teagle and Little	1048	W 27th Street	23508	0.2	Norfolk	Detention Basin	0.203	Commercial	-76.2996	36.87658882	Yes	0.23	02/05/2001	20802080206	510710
00-4449	Bayview Estates Subdivision	9511	Jenny Court	23503	4.01	Norfolk	Detention Basin	2.52	Multi-Family Residential	-76.2359	36.94080916	No	0	11/27/2002	20801080202	510710
00-4467	Infinite Day School	722	Miller Street	23505	0.34	Norfolk	General Infiltration Practices	0.34	Commercial	-76.2544	36.91157105	Yes	1.7	09/19/2002	20802080206	510710
00-4505	Herald of His Comming Church	727	E 27th Street	23504	0.972	Norfolk	General Infiltration Practices	0	Institutional/Educational	-76.2788	36.87035948	Yes	0	03/07/2006	20802080206	510710
00-4523	WHRO building addition	5200	Hampton Boulevard	23508	0	Norfolk	General Infiltration Practices	0	Institutional/Educational	-76.3017	36.88959972	No	0	09/08/2000	20802080206	510710
00-4540	Mt. Gilead Church Addition	1057	Kennedy Street	23513	1.23	Norfolk	General Infiltration Practices	1.23	Institutional/Educational	-76.2431	36.90529356	Yes	0	06/18/2004	20802080204	510710
01-0003	Iron Mountain Management Inc.	4555	Progress Road	23502	5.45	Norfolk	Detention Basin	5.45	Commercial	-76.2322	36.86376805	No	0	04/22/2002	20802080204	510710
01-0009	Quarles Petroleum, Inc.	4545	PROGRESS ROAD	23502	1.35	Norfolk	Extended Detention Basin	0	Commercial	-76.2329	36.86356419	Yes	0	07/13/2001	20802080204	510710
01-0009	Quarles Petroleum, Inc.	4545	PROGRESS ROAD	23502	1.35	Norfolk	Manufactured BMP Systems	0	Commercial	-76.2331	36.86410925	Yes	0	07/13/2001	20802080204	510710
01-0010	Jack's Towing	1114	Harmony Road	23502	0	Norfolk	Grassed Swale	0	Commercial	-76.2176	36.86011772	Yes	0	05/06/2008	20802080204	510710
01-0019	Mallory Country Club	907	WEYANOK STREET	23507	0	Norfolk	General Infiltration Practices	0	Commercial	-76.3104	36.87215392	Yes	0	03/28/2002	20802080206	510710
01-0026	Bay Oaks Place Extension	3900	KEGAGIE DRIVE	23518	1.51	Norfolk	General Infiltration Practices	1.51	Multi-Family Residential	-76.1947	36.93124947	No	0.67	01/01/2005	20801080202	510710
01-0031	Ronald McDonald House	404	Colley Avenue	23507	0.4	Norfolk	Bioretention Basins	0.4	Institutional/Educational	-76.3006	36.85920135	Yes	0.21	11/20/2001	20802080206	510710
01-0053	Marshall Manor Senior Living Apart	2500	E Princess Anne Road	23504	3.65	Norfolk	Retention Basin	17.25	Institutional/Educational	-76.2584	36.85867771	Yes	0	03/23/2006	20801080202	510710
01-0055	WVEC Parking Lot Improvements	716	FRONT STREET	23510	0	Norfolk	General Infiltration Practices	0	Commercial	-76.304	36.85614552	Yes	0	05/14/2001	20802080206	510710
01-0057	First Baptist Church of Bolling Brook	120	Filbert Street	23505	0	Norfolk	General Infiltration Practices	0	Institutional/Educational	-76.2758	36.90507908	No	0	01/01/2002	20802080206	510710
01-0078	Duplex - 3 Story	238	W OCEAN AVENUE	23503	0	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.2544	36.95727296	No	0	06/13/2005	20801080202	510710
01-0097	Sentara Leigh back parking lot	830	Kempsville Road	23502	0.559	Norfolk	Detention Basin	0.559	Institutional/Educational	-76.1889	36.85172	No	2.431	05/16/2002	20802080204	510710
01-0111	Piedmont Hawthorne Aviation Hang	6101	Burton Station Road	23502	0	Norfolk	General Infiltration Practices	0	Commercial	-76.2021	36.88531	No	0	06/13/2005	20801080202	510710
01-0111	Piedmont Hawthorne Aviation Hang	6101	Burton Station Road	23502	0	Norfolk	Manufactured BMP Systems	0	Commercial	-76.2021	36.88531	No	0	06/13/2005	20801080202	510710
01-0111	Piedmont Hawthorne Aviation Hang	6101	Burton Station Road	23502	0	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.2871	36.96690728	Yes	0	06/13/2005	20801080202	510710
01-0165	Duplex	1271	W Ocean View Avenue	23503	0	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.2873	36.96692656	Yes	0	06/13/2005	20801080202	510710
01-0165	Duplex	1271	W Ocean View Avenue	23503	0	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.2873	36.96692656	Yes	0	06/13/2005	20801080202	510710
01-0166	AAAA Self Storage	6562	TIDEWATER DRIVE	23509	4.89	Norfolk	Detention Basin	4.502	Commercial	-76.2545	36.89908205	No	8.86	04/09/2002	20802080206	510710
01-0173	Duplex	479	W OCEAN VIEW AVENUE	23503	0.58	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.2633	36.960605	Yes	0	03/19/2004	20801080202	510710
01-0173	Duplex	479	W OCEAN VIEW AVENUE	23503	0.58	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.2632	36.960519	Yes	0	03/19/2004	20801080202	510710
01-0173	Duplex	479	W OCEAN VIEW AVENUE	23503	0.58	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.2632	36.960519	Yes	0	03/19/2004	20801080202	510710
01-0176	EVMS Parking Lot	801	FAIRFAX AVENUE	23507	3.77	Norfolk	General Infiltration Practices	0	Institutional/Educational	-76.3029	36.86008553	Yes	0	06/13/2005	20802080206	510710
01-0188	Spring Hill Suites Marriott	6350	N Newtown Road	23502	5.32	Norfolk	Extended Detention Basin	5.32	Commercial	-76.1875	36.844989	Yes	10.9	05/05/2004	20802080204	510710
01-0192	Woodard Office Building	2511	WALMER AVENUE	23513	1.01	Norfolk	General Infiltration Practices	0.503	Commercial	-76.2246	36.8767177	Yes	0	05/15/2002	20801080202	510710
01-0192	Woodard Office Building	2511	WALMER AVENUE	23513	1.01	Norfolk	General Infiltration Practices	0.503	Commercial	-76.2242	36.87606973	Yes	0	05/15/2002	20801080202	510710
01-0197	HRT Park and Ride	5524	Curlew Drive	23502	1.97	Norfolk	Retention Basin	1.97	Commercial	-76.2149	36.84178832	No	10.79	08/01/2011	20802080204	510710
01-0203	St. Mary's Home for Disabled Childr	6171	Kempsville Circle	23502	8.19	Norfolk	Retention Basin	8.19	Institutional/Educational	-76.1951	36.8500929	Yes	0	09/22/2004	20802080204	510710
01-0217	Duplex	2808	E Ocean View Avenue	23518	0.459	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.2073	36.93376225	Yes	0	11/25/2003	20801080202	510710
01-0222	Grandy Village, Phase 1	3150	KIMBALL TERRACE	23504	33.84	Norfolk	Manufactured BMP Systems	37.26	High-Density Residential	-76.2482	36.84320563	No	0	01/01/2002	20802080204	510710
01-0223	Apartments	200	Maple Avenue	23503	0.327	Norfolk	General Infiltration Practices	0.54	High-Density Residential	-76.26	36.94985106	Yes	0.91	04/22/2003	20802080302	510710
01-0224	Walgreens	8609	TIDEWATER DRIVE	23503	1.75	Norfolk	Manufactured BMP Systems	1.75	Commercial	-76.254	36.933093	Yes	0	11/21/2003	20802080302	510710
02-0001	Fuel Express at Farm Fresh	1201	N MILITARY HIGHWAY	23502	1.44	Norfolk	Bioretention Basins	1.437	Commercial	-76.2096	36.86366719	No	1.052	04/26/2002	20802080204	510710



Site ID	Site Title	Street Number	Street Name	Zip	Total Site Area	County	BMP Name	Contributing Drainage Area	Land Use	Long	Lat	SWMF Maintenance Agreement	Phosphorus Removed	Date Installed	HUC12	State FIPS
02-0007	Saint Pauls COGIC	1615	Isaac Street	23523	1.08	Norfolk	General Infiltration Practices	0	Institutional/Educational	-76.2651	36.82620488	Yes	0	12/10/2007	20802080204	510710
02-0007	Saint Pauls COGIC	1615	Isaac Street	23523	1.08	Norfolk	General Infiltration Practices	0	Institutional/Educational	-76.2655	36.8258356	Yes	0	12/10/2007	20802080204	510710
02-0007	Saint Pauls COGIC	1615	Isaac Street	23523	1.08	Norfolk	General Infiltration Practices	0	Institutional/Educational	-76.2659	36.82610183	Yes	0	12/10/2007	20802080204	510710
02-0012	Bay Disposal	2424	Springfield Avenue	23523	102.2	Norfolk	Extended Detention Basin	9.05	Industrial	-76.25	36.8359645	No	17.04	01/01/2002	20802080204	510710
02-0048	Sentara Medical Group	835	Glenrock Road	23502	2.31	Norfolk	Detention Basin	2.31	Commercial	-76.2027	36.851037	Yes	5.17	08/15/2008	20802080204	510710
02-0075	Riverpark Condominiums	239	DUKE STREET	23510	1.32	Norfolk	General Infiltration Practices	1.32	Multi-Family Residential	-76.2939	36.84950051	Yes	0.54	01/20/2004	20802080204	510710
02-0101	Seaward Marine Services	5409	BEAMON ROAD	23513	2.74	Norfolk	Detention Basin	2.74	Commercial	-76.219	36.88244831	Yes	9.38	02/04/2009	20802080206	510710
02-0103	ABC Supply Company	3373	Progress Road	23502	2.5	Norfolk	Detention Basin	2.503	Commercial	-76.2429	36.86013969	Yes	0.962	06/11/2002	20802080204	510710
02-0117	Affordable Towing and Recovery	2424	CROMWELL ROAD	23509	0.84	Norfolk	Detention Basin	0.8	Commercial	-76.249	36.86489895	Yes	2.01	03/25/2003	20802080206	510710
02-0121	Conley Warehouse and Office	3404	WESTMINSTER AVENUE	23504	0.224	Norfolk	Detention Basin	0	Commercial	-76.245	36.84384684	Yes	0	06/22/2006	20802080204	510710
02-0158	Senior Housing Development	6311	GRANBY STREET	23505	10.88	Norfolk	Retention Basin	2.35	High-Density Residential	-76.2812	36.90015451	Yes	23.03	02/15/2005	20802080206	510710
02-0170	Office Warehouse Complex	5724	Sellger Drive	23502	0.35	Norfolk	Bioretention Basins	0.356	Commercial	-76.2089	36.83881958	Yes	0.79	12/03/2003	20802080204	510710
02-0174	Walmart @ Military Hwy	1170	N MILITARY HIGHWAY	23502	0	Norfolk	Manufactured BMP Systems	17.46	Commercial	-76.2061	36.86230021	Yes	0	08/03/2005	20802080204	510710
02-0174	Walmart @ Military Hwy	1170	N MILITARY HIGHWAY	23502	0	Norfolk	Manufactured BMP Systems	0	Commercial	-76.208	36.8519311	Yes	0	08/03/2005	20802080204	510710
02-0193	Picadilly Mews	6370	TRAFALGAR COURT	23513	2	Norfolk	Detention Basin	1.9	Multi-Family Residential	-76.2332	36.89696066	Yes	3.49	08/10/2005	20801080202	510710
02-0193	Picadilly Mews	6370	TRAFALGAR COURT	23513	2	Norfolk	Grassed Swale	1.34	Multi-Family Residential	-76.2326	36.89697997	Yes	2.32	08/10/2005	20801080202	510710
02-0244	Faith Deliverance Christian Center	1010	E 26TH STREET	23504	2.49	Norfolk	Detention Basin	0.78	Institutional/Educational	-76.274	36.87301454	Yes	4.11	03/24/2005	20802080206	510710
02-0265	University Pizza Parking	5008	COLLEY AVENUE	23508	0.29	Norfolk	Grassed Swale	0	Commercial	-76.2946	36.88920318	Yes	0	06/13/2005	20802080206	510710
02-0275	Harbor Walk	8261	NORTH VIEW BOULEVARD	23518	17.98	Norfolk	General Infiltration Practices	7.58	High-Density Residential	-76.1941	36.92385002	Yes	59	06/15/2004	20801080202	510710
02-0283	Verizon Virginia, Inc.	856	W 40TH STREET	23508	0.115	Norfolk	General Infiltration Practices	0.115	Industrial	-76.2974	36.88162721	Yes	0.06	01/01/2004	20802080206	510710
02-0305	Wash Land	6049	E Virginia Beach Boulevard	23502	0.74	Norfolk	Extended Detention Basin	0.74	Commercial	-76.1975	36.85506577	Yes	1.89	10/08/2003	20802080204	510710
03-0006	Duplex	3634	E OCEAN VIEW AVENUE	23518	0.36	Norfolk	General Infiltration Practices	0.36	Multi-Family Residential	-76.1976	36.93151791	No	0.8	02/03/2004	20801080202	510710
03-0009	Sunset Shores	1900	ARLINGTON AVENUE	23523	4.62	Norfolk	Manufactured BMP Systems	4.62	Single-Family Residential	-76.2594	36.83644107	Yes	0.53	11/19/2005	20802080203	510710
03-0015	Green Gifford / Wells Fargo Bank	cc 1200	N Military Highway	23502	6.88	Norfolk	Retention Basin	6.88	Commercial	-76.2106	36.86781948	Yes	13.33	10/13/2003	20802080204	510710
03-0017	Quick Range	4535	E PRINCESS ANNE ROAD	23502	0.49	Norfolk	Grassed Swale	0.49	Commercial	-76.2342	36.86557764	Yes	0.53	09/02/2003	20802080204	510710
03-0026	Duplex Complex William Henry Tayl	8127	REDMON COURT	23518	1.39	Norfolk	General Infiltration Practices	0	Multi-Family Residential	-76.1998	36.922757	Yes	0	06/13/2005	20801080202	510710